



SAN JOAQUIN VALLEY LIBRARY SYSTEM

Automation Committee Meeting

November 20, 2024

DRAFT MINUTES

A. CALL TO ORDER

1. The meeting was called to order at 10:05 a.m. by Chris Wymer

B. ROLL CALL AND INTRODUCTIONS

1. Roll call was conducted.
 - i. PRESENT
 1. Tiffany Polfer (Fresno), Kristie Pratt (Kern), Sarah McIntyre (Madera), Matt Johnson (Mariposa), Smruti Deshpande (Merced), Alex Pollock (Porterville), Faythe Arredondo (Tulare County), Sheri Haveman (Tulare City), Chris Wymer (Chair)
 - ii. ABSENT
 1. Yvonne Galvan (Coalinga-Huron), Brian Martin (Kings)
 - iii. OTHERS PRESENT
 1. Kevin Nelson (SJVLS), Mark Lewis (Kern)
2. Introductions were conducted.

C. ADOPTION OF THE AGENDA

1. Pratt (Kern) motioned to adopt the agenda as distributed.
 - i. Polfer (Fresno) seconded the motion.
 - ii. The motion passed.

D. PUBLIC COMMENT

1. There were no comments from the public.

E. APPROVAL OF PREVIOUS MEETING MINUTES

1. Deshpande (Merced) motioned to adopt the agenda with minor revisions to correct grammar and spelling of Yvonne's name.
 - i. Pratt (Kern) seconded the motion.
 - ii. The motion passed with Johnson (Mariposa) abstaining.

F. PROJECTS FOR DISCUSSION AND ACTION

1. BC Mobile 2.0 Privacy Policy – Wymer
 - i. Wymer presented the draft Privacy Policy for BC Mobile 2.0. The policy was created from a template provided by SirsiDynix. SJVLS will

implement a page on sjvls.org to host the policy, so that we can move forward with the mobile app migration. Wymer asked SJVLS's attorney to review the policy and make sure it conforms with California's privacy laws. He said it does.

- ii. Wymer also informed the committee that SJVLS needs an overall Privacy Policy, and he's asked Shupe to send examples. Eventually he'd like to put in place a comprehensive Privacy Policy for all of SJVLS's systems.
 1. Polfer (Fresno) motioned to adopt the Privacy Policy.
 - a. Johnson (Mariposa) seconded.
 - b. The motion passed.
2. Approve CloudNine Migration for PC Reservation – Wymer
 - i. Wymer presented the quote to migrate PC Reservation to the new CloudNine platform. Migrating to CloudNine would cost \$22,373.50 in the first year, and second- and third-year costs would increase by 5% each year. Envisionware is planning to migrate LPT:One to CloudNine in 2025. Unfortunately, Envisionware is not offering prorated credits for any PC Reservation subscription fees that were paid but won't be used.
 - ii. Because SJVLS has not reviewed vendors or products in the PC Reservation and print management space, Wymer reached out to another company to get information about their products and costs.
 - iii. Wymer presented the migration and first year costs, plus the second- and third-year costs for both products. The competitor would be more expensive in the first year but would be cheaper in subsequent years. It would take 4 years of savings to recover the extra cost of migrating.
 - iv. Pratt asked if we knew when we would migrate. Wymer said he wasn't sure how long Envisionware's migration queue is at the moment.
 - v. McIntyre asked if CloudNine would make any changes to staff work flows. Wymer mentioned he wasn't sure what staff's current workflows are, and thus, he can't comment on how they'll change.
 - vi. Deshpande pointed out that we just finished setting up a new mobile printing product and training staff and patrons about how to use it. Moving to a new vendor would force us to re-do all the work that was just completed.
 - vii. Polfer (Fresno) motioned to make a recommendation to Administrative Council to migrate to CloudNine.
 1. Haveman (Tulare City) seconded.
 2. The motion passed.
3. Receipt Printers and Circ Slips – Wymer
 - i. Wymer informed the committee that he's aware the receipt issues haven't been resolved. He and SirsiDynix aren't able to locate the source of the issue, and other Horizon libraries are not able to replicate the issue. SirsiDynix has labeled the issue as a bug, and is trying to see if they can find a fix, but Wymer isn't hopeful, given that they cannot reproduce it.
 - ii. One thought on the source of the issue was that EPSON TM-T90 receipt printers are end-of-life. To test the theory, Nelson and Wymer located other EPSON receipt printer models that other Horizon libraries use and will order two to test in the system office. Pratt mentioned that Kern

- uses STAR Micronics printers that are not end-of-life and they're having the same problem.
- iii. Wymer asked the committee if anyone had any thoughts on how to resolve the issue, but no one had any ideas.
4. Preferred Names for Notices – Wymer
 - i. Wymer provided an update on the legal name and preferred name transition. He finalized the updated borrower registration and edit borrower views, along with re-organizing and updating borrower search options.
 - ii. Wymer reviewed the new views and search options. He also informed the committee that the new views will be set up and available in the test database for the whole month of December, so member libraries can work on training staff on the new look and procedures.
 - iii. He still needs to test notices and circulation slips to see if Preferred Names can be entered in First Name, Last Name order, or if that will create issues with circulation slips that parse portions of a borrower's name.

G. STAFF REPORTS

1. Senior Systems Network Engineer
 - i. Nelson provided an update on the 2021 WiFi Expansion project. The Fresno County Library locations are nearly completed. The ones that are left are locations that were closed for renovations, or had other issues that prevented SJVLS from completing the branch. Nelson reported that Vang has nearly finished the branches in Kings County and Lusk is currently working through Kern County branches. Cabling work at Kern County branches will begin after Thanksgiving.
 - ii. Nelson also provided an update about certificate issues that just started happening. SJVLS is aware of the problem and is trying to determine the cause.
2. System Administrator
 - i. Wymer provided an update on the strategic partner program progress on BC Circulation. At a meeting before Automation Committee, SirsiDynix previewed the next release. It includes the ability to specify if codes display with the code value, description value, or a combination of code and description. The code and description replicate the look in Horizon, and it's made Wymer excited about the progress. Features planned for 2025 will potentially address the remaining blocks that prevent SJVLS from letting members use the app.
 - ii. Wymer provided an update on the BC Mobile 2.0 migration. He's working on getting the required elements from the questionnaire. He also needs half the members to submit their logos, branding guides, and gmail addresses to test the Android version of the app.
 - iii. Wymer provided an update on the Online Tutoring RFP. It was posted a few weeks ago, and tomorrow is the vendor teleconference. SJVLS has received questions from 4 vendors, so he's hopeful that we'll receive enough responses to have a meaningful evaluation.
 - iv. Wymer's final update is that he's working to complete the FY 21, 22, and 23 audits.

H. CALENDAR ITEMS

1. Date and location for next Automation Committee Meeting
 - i. January 15, 2025, at 10:00 am online via Microsoft Teams.

I. ANNOUNCEMENTS

1. Pratt announced the Kern County library will be closed Thursday, Friday, and Saturday for Thanksgiving. They will also be closed on December 6 for an all-staff training. All Kern branches will also be closed from December 24, 2024 through January 1, 2025 for winter break.
2. Pratt also announced that the Rosamond branch will be closing for renovations on Thanksgiving.
3. Polfer announced that the Fresno Central Library is undergoing renovations. The Selma branch isn't expected to re-open until February 2025 at the earliest. The Sanger branch is expected to be closed from January 2025 until June 2025 for renovations.

J. ADJOURNMENT

1. There being no further business to discuss the meeting adjourned at 11:12 a.m.